

TGMI Steering Committee Meeting
April 13, 2015
2:30 p.m. – 4:00 p.m.
Department of Safety and Homeland Security
1150 Foster Ave. Nashville, TN
1144 Menzler Nix Bldg., Conference Room B

Quorum: Yes

Opening

The regular meeting of the TGMI Steering Committee was called to order at 2:32 PM on April 13, 2015, in Nashville, Tennessee by Vicky Hutchings.

Attendance

Vicky Hutchings, Chair
Michelle M. Smith, Vice Chair
April Romero, Past Chair – Phone
Tresa Jones, Member at Large (Year 2)
Julie Nichols, Secretary, Past Class Steering Committee Member
Bruce Balcom, Past Class President – Absent
Susan Burdette, Member at Large (Year 2) – Phone
Lorie Hedge, Present Class Steering Committee Member – Absent
Doug Willis, Present Class President – Phone
Cynthia Stewart, Member at Large (Year 1)
Nneka Norman-Gordon, Member at Large (Year 1) – Phone
Trish Holliday, DOHR Ex-Officio – Represented by Steve Chester – Phone

Approval of Minutes

Minutes reviewed for March Steering Committee Minutes-Motion to approve Susan Burdette, Second – Michelle Smith, Approved to post

Open Issues

TGMI Class of 2015 Events

1. Orientation
 - a. Doug Willis emailed Stefani Mundy during meeting requesting agenda; Stefani will send agenda to Doug and he will forward to Steering Committee Members
2. Week 1 in Knoxville
 - a. Steering Committee will speak
 - b. Date not yet determined

TGMI Annual Breakfast

1. Room booked for Friday, December 11th
 - a. Must set-up room the morning of the breakfast

TGMI Charity

1. Vicky Hutchings will follow up with Melvin Jones regarding Make-A-Wish.

New Business

Communications

1. How can we be more effective?

- a. Ideas: Text (opt-in/out), Group Me app

Education Development Update (Susan Burdette)

1. Friday, April 27th: Next Lunch & Learn (THP will discuss Distracted Driving)
 - a. 27 signed-up so far
2. East TN Lunch & Learn (Not yet scheduled)
 - a. Caira Garcia connected with Great West representative
3. West TN Lunch & Learn
 - a. Nneka Norman-Gordon asked classmate Vickey Coleman to host a retirement seminar with Great West. She has scheduled two with the Great West representative: May 6th and 7th.
4. Susan will send Michelle info for TGMI website.
5. Lunch & Learn and TGMI Alumni Picnic (possible combined event)
 - a. October 3rd at Long Hunter State Park
6. Coffee Club
 - a. Trish Holliday will follow-up with Commissioner Hunter

Social Events Update (Bruce Balcom)-Absent, No Report

Communications Update (Michelle Smith)

1. TGMI Website:
 - a. Michelle did not receive any suggestions for changes.
2. Spring Newsletter:
 - a. Completion Goal: End of May
 - b. Melvin Jones - Make-A-Wish article

Community Service Update (Cynthia Stewart)

1. Doug Willis agreed to join committee
2. April 25th (6:00 AM – 2:00 PM) – Country Music Marathon-water station
 - a. If low participation, may combine with other state groups
 - b. Deadline to sign up to be volunteer: April 17th
3. Second Harvest Event
 - a. Thursday, May 21st

Charter Committee

1. Members: Mike Travis, Vicky Hutchings, Michelle Smith, and April Romero
2. Include responsibilities of past By-laws and Nomination\Election committees and maintenance of the TGMI Alumni Chair Procedures Manual

Agenda for Next Meeting

Adjournment

Meeting was adjourned at 3:49 PM by Vicky Hutchings. The next general meeting will be at 2:30 PM on Tuesday, May 12, 2015, in Nashville, TN.

Minutes submitted by: Julie Nichols